

## **Wiekamp Educational Resource Commons (WERC) Collection Development Policy**

**Introduction:** The Wiekamp Educational Resource Commons (WERC) is a curriculum materials center located in the Education & Arts Building, Room 2010. The WERC's mission is to support the Indiana University South Bend School of Education by providing a representative collection of educational materials for pre-service and practicing preschool through 12th grade teachers. The WERC provides a wide variety of instructional materials for inspection, review, evaluation and utilization in the implementation of instructional plans. The collection reflects cultural diversity and promotes respect and appreciation for global cultures and communities.

**Purpose of policy:** The collection development policy for the Wiekamp Educational Resource Common guides the development and management of the WERC collection to support the instructional, learning, and research needs of the students and faculty in the School of Education in accordance with National Council for Accreditation of Teacher Education (NCATE) and State of Indiana academic standards. Materials for the Wiekamp Educational Resource Commons are collected according to the existing collection development mission of the IU South Bend Libraries: to acquire and maintain the information resources necessary to support the teaching and scholarly mission of the campus. The WERC likewise adheres to the general IU South Bend Collection Development policy in terms of criteria for selection and deselection of materials. Because the WERC contains a specialized and narrowly defined collection, this policy is intended to address those unique needs.

**Selection of materials:** the Education subject librarian, in consultation with faculty from the School of Education, makes purchase decisions and determines appropriate location of materials.

**Clientele:** The primary clientele are the undergraduate and graduate students, faculty, and staff of the School of Education; the WERC is open to all IU South Bend students, faculty, and staff. Members of the Michiana community may also use the collection.

**Collection guidelines:** The WERC collection is primarily composed of materials (monographs, electronic resources, media, textbooks, games, and curriculum kits) for pre-service and practicing Pre-K through grade 12 teachers. Only one copy of an item will be purchased unless there is justification for additional copies. Materials covering educational research, theory, and history are located in the Franklin D. Schurz Library.

### **Formats collected**

**Juvenile Literature:** Materials collected include juvenile fiction and nonfiction. The collection is representative and supplements the juvenile literature collection in the Schurz Library. Most Young Adult literature and graphic novels will be housed in the Schurz Library; some exceptions may occur. In general, the WERC collection is more current and less historical in nature.

**Textbooks:** K-12 Textbooks will be acquired only when requested by faculty since the Indiana Department of Education no longer adopts specific textbooks. Some K-12 textbooks will be retained in the WERC as examples of texts used in the public, private and parochial schools in the region. Textbooks for use in college courses will not be purchased.

**Teaching Activity Materials:** A collection of professional teaching materials providing ideas and activities for lesson planning and curricular development is maintained in the WERC. All major curriculum areas and grade levels are represented in accordance with the needs of the Indiana University

South Bend School of Education.

**Media Materials:** The collection is represented by a variety of formats. Materials collected may include instructional games, posters, kits, puppets, video recordings, sound recordings, or manipulatives.

**Tests:** Due to the licensing restriction of most education, counseling, and psychological tests, such instruments cannot be actively collected. However, tests without usage restrictions may be selectively acquired in support of the curriculum. Donated tests will be accepted from faculty. Because of the licensing restrictions, access to the existing test collection is limited to faculty with appropriate licensure or graduate students under direct faculty supervision. It is imperative that use of the test collection be limited to ensure that the validity of the instruments is not compromised.

**Electronic resources:** The WERC may purchase electronic materials or subscriptions that support the curriculum or meet the needs of School or Education students. Decisions to purchase require flexibility to provide support for new and changing curricula, for changes in research trends, and for changes in technology and formats.

**Formats excluded:** Consumables (workbooks), serials, and reference materials. Educational and psychological measurements are collected selectively with restriction based on publisher requirements. Materials covering educational research, theory, and history are located in the Franklin D. Schurz Library.

**Language:** The collection is primarily in English with a limited sample of foreign language materials and second language textbooks.

**Geographic coverage:** Educational methods and approaches used in the United States are strongly emphasized. Educational Materials used in the state of Indiana and by area school corporations are selectively collected.

**Chronological periods collected:** Emphasis is on current teaching materials and educational trends.

**Gifts:** The WERC welcomes gift donations. Gift materials will be reviewed for addition to the collection following the same criteria used to select materials for purchase. Materials not chosen for the WERC Collection will be sent to the Schurz Library for further decisioning.

**Maintenance and Evaluation of the Collection:** A periodic evaluation of the collection will be performed in order to remove or replace materials which are no longer relevant. The following guidelines have been developed to aid in the weeding process with final decision concerning the removal or replacement of materials made by the Education subject librarian. Weed or replace if:

- outdated content
- curriculum changes
- format no longer widely used
- worn out volumes: dirty, brittle, yellow pages; missing pages; tattered covers
- poorly bound volumes: soft, pulpy and /or shoddy binding
- poorly printed works
- books of antiquated appearance which might discourage use
- materials with missing or broken pieces (audio visual, kits)
- software no longer compatible with existing operating systems

**Intellectual Freedom, Censorship and Copyright:** The Wiekamp Educational Resource Commons accepts and adheres to the principles of intellectual freedom endorsed by the American Library Association and complies with all copyright laws.

**Documentation**

[ACRL Guidelines for Curriculum Materials Centers](#)  
[Schurz Library Collection Development Policy](#)

Last reviewed: 12/2021